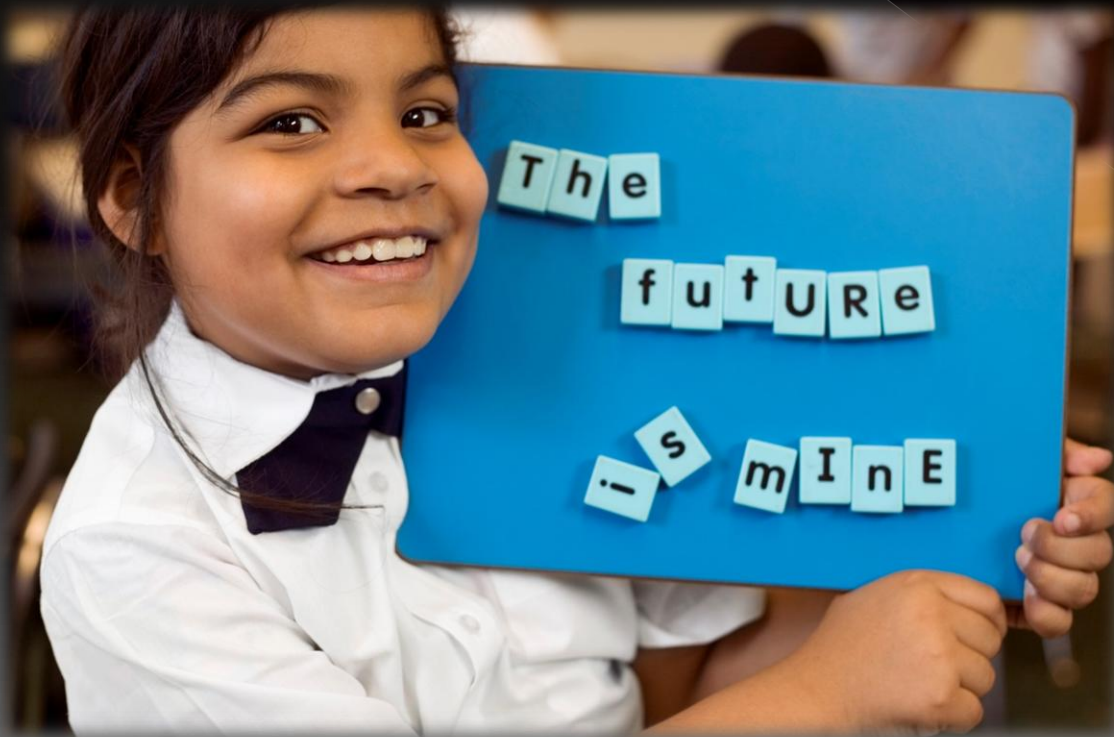


Observation in Educational Leadership Evaluation

Tony Milanowski & Steve Kimball,
University of Wisconsin-Madison



Guiding Questions

- ◉ Why observe administrators? (rationale)
- ◉ Where should observations take place? (venue)
- ◉ What should a supervisor look for when observing an administrator? (evidence of performance)
- ◉ When and how often should administrators be observed? (timeline)

Rationale



Meet Varying Needs—Rural



Meet Varying Needs—Suburban



Meet Varying Needs—Urban



Balance



Possible Venues & Evidence



Full Faculty Meetings

- Effective meeting
- Communication with staff
- Staff input in decision making
- Focus on instruction
- School culture



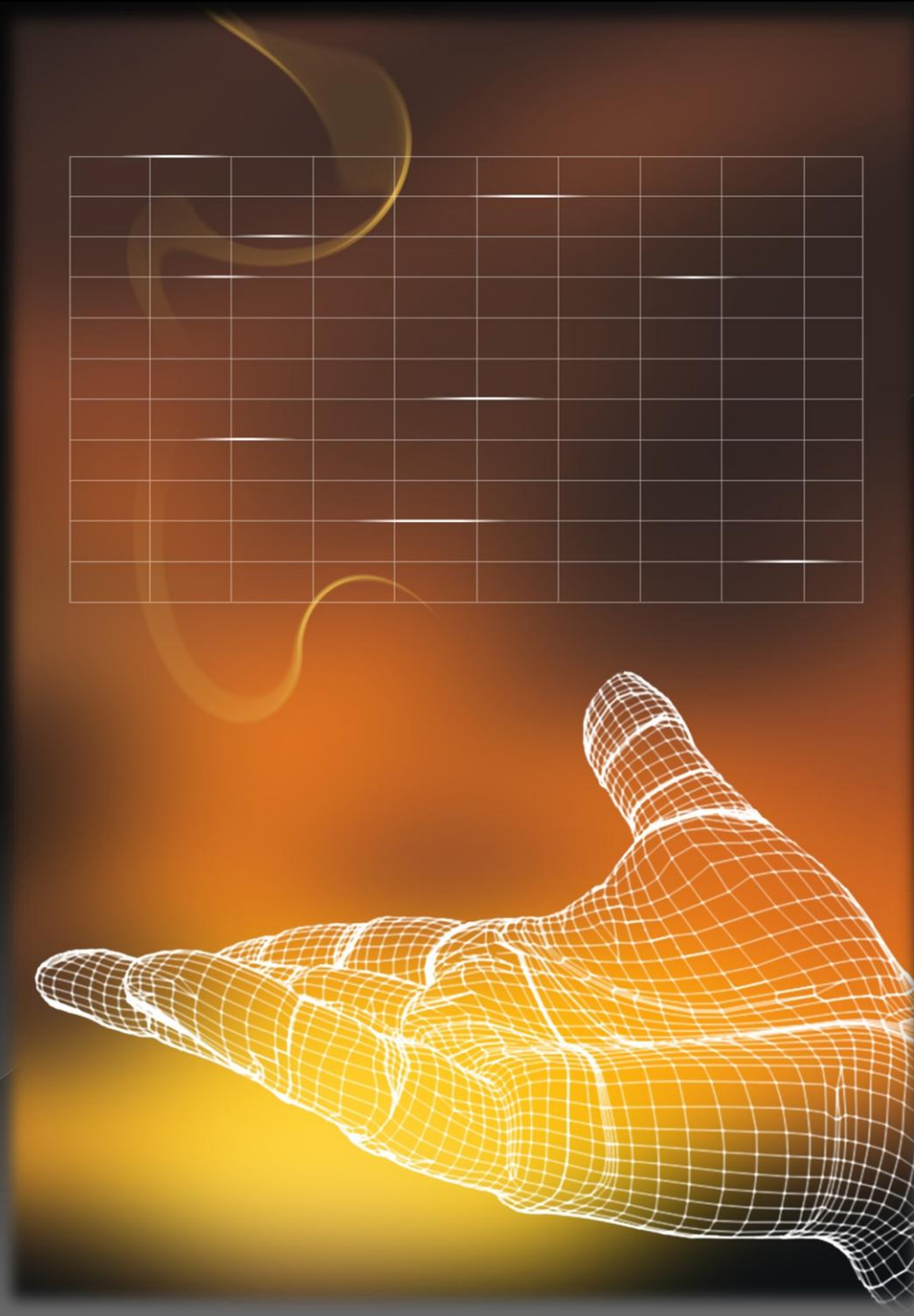


Leadership Team Meetings

- Principal's process for goal setting, planning, using data, etc.
- Distribution of leadership
- School culture







Teacher Coaching/Feedback

- Principal understanding of and focus on instruction
- Effectiveness as a coach



3333 Industry Blvd.
Minneapolis, MN 55406
(355) 123-4567

SUMMARY:

A dynamic administrator with a strong record of achievement combining skills in diverse areas of organizational development, group/ staff leadership, program development and project management, building partnerships and community relations. Experienced in the operation of a successful consulting practice, the turn around of a second small business, and the administration of several non-profit organizations. Highly motivated and intuitive, effective at human relations, and able to manage both time and resources to maximize productivity.

MAJOR CAREER RESPONSIBILITIES:

- Operations and administration
- Strategic planning
- Development of organizations
- Policy and operational protocols
- Budget development and financial management
- Board and organization development
- Project and resource management
- Program development and evaluation
- Implementation of operating and accounting systems
- Creation and management of funding projects
- Design of state-wide conference, workshops and training programs
- Building coalitions and strategic partnerships
- Professional writing (newsletters, grant proposals, manuals, and journal articles)
- Staff hiring, training, supervision, evaluation, and motivation
- Vendor selection and contract negotiations
- Capital equipment acquisition
- Human services case management
- Have managed budgets up to \$1 million

CAREER HISTORY AND SELECTED ACHIEVEMENTS:

Associate Administrator
CENTRE FOR SPIRITUALITY AND HEALING, Academic Health Center, 1999-2001
University of Minnesota, Minneapolis, MN

- Developed infrastructure for new interdisciplinary center at complex university campus
- Developed middle core functions, budget development and financial oversight
- Human resources functions including hiring, training, supervising, performance management, staff and leadership development, professional development and community relations
- Public relations and community relations
- Board management and advising in the development of programs
- Program development and evaluation



Principal-led Group PD Sessions

- Principal involvement with Professional Development
- Principal skill in teaching teachers





Design Team

- David
- Tamera
- Mave

Classroom Walkthroughs

- Principal ability to observe and analyze instruction
- Principal efforts to monitor instructional quality







IEP Meetings

- Principal understanding and implementation of IEP process





School Steering Committee or PTA/PTO Meetings

- Principal communication skills
- Level of parental input into school decisions





Parent Night or Meetings with Parents or Community Members

- Principal communication about school program
- Principal advocacy for school program
- Quality of community relationship







Thanks!



Timeline



Guiding Questions

- ◉ Why observe administrators? (rationale)
- ◉ Where should observations take place? (venue)
- ◉ What should a supervisor look for when observing an administrator? (evidence of performance)
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